

A REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF SALEM

July 22, 2021

A regular meeting of the Salem Housing Authority (SHA) Board of Commissioners was held on Thursday, July 22, 2021, at the Broadway Tower Community Room. 205 Seventh Street, Salem, NJ. The meeting was convened at 5:07 pm.

Chairwoman Ferguson announced that the Sunshine Law requirement had been met, properly posted, and advertised.

Karen Chiarello proceeded to call the roll at this time. Present were: Chairwoman Rebecca Gower Ferguson, Commissioner Cathy Lanard, Commissioner Robert Lanard, Commissioner James Smith (by phone), and Executive Director Samantha Silvers. Also present were Solicitor Adam Telsey, Accountant Ralph Polcari (by phone) and SHA staff.

Chairwoman Ferguson asked for a motion to approve the minutes for the May 27, 2021, meeting. Commissioner C. Lanard made a motion and Commissioner R. Lanard seconded. All those present were in favor.

**Financials**

The SHA has a MTD operating profit of \$3,171 and YTD operating profit of \$2,235. Salem's HAP revenue of \$20,655 was enough to cover regular HAP expenses of \$18,324. HUD did provide an additional \$4,100 in June based on our request. An additional staff member will be added to voucher management in Salem 2 days a week.

**Occupancy Rate**

Our occupancy rate is 90%. Staff are still juggling tenant transfers and unit rehabs. They are working to have 4 new families leased by the end of the month. Internally, we are making some personnel changes: a staff member will be dedicated to maintaining the waitlist in Salem and Millville, so we are able to have tenants ready in queue for available units more efficiently. Juggling tenants has taken a priority over waitlist management. Ken Atkinson has approved this. The HCV program will also have a regular presence in Salem.

**Audit**

There are no findings in the draft audit of major federal programs for the fiscal year ending September 30, 2020.

**Capitol Plan**

The five-year Capital Plan has been submitted. Amendments may need to be made once demolition/disposition considerations have been finalized.

## **5-Year and Annual PHA Plans**

Plans have been submitted.

## **Westside Court Past Considerations**

- HUD approval for demolition and Tenant Relocation Vouchers
  - Work with the City for redevelopment tied to disposition
  - Additional transitional funding available through the city, deadline by end of the year
  - Maybe other funding for relocation fees
- Expenses
  - Demolition - \$400,000
  - Relocation
  - Bond Debt Obligation
- WSC is in an Opportunity Zone and Redevelopment area
- SHA previously talked to Ron Rufkenstein and John Bibeau (local developer/property owner)
- SHE evaluated RAD conversion with negative impacts

## **Next Steps for WSC**

Samantha is planning to meet with City Council and Charles Bailey, the Director of Commerce. The plan is to discuss the Port of Salem and redevelopment in general. We are also going to recalculate the financial feasibility of RAD with the 2021 rule change allowing for 20% of units at market rate. This may require an informal market analysis of viability.

Commissioner R. Lanard stated that he was not comfortable with the demolition of WSC, especially with the amount of money that has been paid to Fabbri for work that has/is being done. The voucher market was also discussed. Is there available housing in Salem if vouchers are issued. Voucher recipients would have the option of leaving Salem. When last discussed the tenants were overwhelmingly in favor of demolition and receiving vouchers. This would provide opportunities that would not be available otherwise. We need to send a letter to tenants that we are once again exploring options for the property. Tenants are already hearing rumors about the options being discussed. We need to inform them on what is being discussed. Tenant meetings will be set up as soon as possible.

## **Budget**

Accountant Ralph Polcari gave an overview of the Budget being submitted for approval.

Chairwoman Ferguson indicated that there were resolutions to approve.

**Resolution #24-21**      Resolution Approving the Payment of Bills for the Month of July 2021

### Roll Call Vote:

Motion: Commissioner R. Lanard

Second: Commissioner C. Lanard

Roll Call: Unanimous

**Resolution #25-21**

Resolution Adding Juneteenth as a Holiday

Roll Call Vote:

Motion: Commissioner R. Lanard

Second: Commissioner C. Lanard

Roll Call: Unanimous

**Resolution #26-21**

Resolution Approving a Contract for Electrical Services 2021-2023

Roll Call Vote:

Motion: Commissioner C. Lanard

Second: Commissioner Smith

Roll Call: Unanimous

**Resolution #27-21**

Resolution Approving a Contract for Plumbing Services 2021-2023

Roll Call Vote:

Motion: Commissioner C. Lanard

Second: Commissioner R. Lanard

Roll Call: Unanimous

**Resolution #28-21**

Resolution Approving the Budget for Fiscal Year 2021-2022

Roll Call Vote:

Motion: Commissioner C. Lanard

Second: Commissioner R. Lanard

Roll Call: Unanimous

**Resolution #29-21**

Resolution Approving Electricity Supplier

Roll Call Vote:

Motion: Commissioner R. Lanard

Second: Commissioner C. Lanard

Roll Call: Unanimous

Chairwoman Ferguson asked if there was any old business. There was none.

Chairwoman Ferguson asked if there was any new business. There was none.

Chairwoman Ferguson asked if there was any public comment. Sarah Speck from WSC 115 attended the meeting to ask what can be done about the bug problem. The exterminator is coming regularly but three never seems to be any improvement. Yolanda explained that tenants must assist with the roach clean outs. If the tenants do not do what they are supposed to do, the other tenants suffer because of it. We will see if we can provide additional treatments. Yolanda also commended Laurie, who hand delivers the letters regarding the treatment so that we know they have been received.

At 6:14 pm Chairwoman Ferguson asked for a motion to adjourn the meeting. Commissioner C. Lanard made a motion and Commissioner R. Lanard seconded. All present were in favor.

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Samantha Silvers – Secretary

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Date